

  
**CITY OF CLAREMONT**  
**Planning Board Meeting**  
Monday, March 27, 2006, 7:00 p.m.  
City Council Chambers, City Hall, Claremont, NH

**MINUTES**  
*Approved 4/10/06*

Meeting called to order by Chair Engel at 7:05 pm.

**I. ROLL CALL:**

**Present:** Anita Engel (Chair), Alan Grigsby (Vice Chair), Mayor Scott Pope, Ralph Swift, Jim Hanson, Erwin Caplan, Russell Fowler, Chhouen Prach

**Absent:** Frederick Kuriger (excused), Peter Guillette (excused), Allan Berggren (excused), Lori Richardson, Heather Bopp

**City Representatives:** Jerry Coogan, City Planner; Suzanne Ripka, Boards and Commissions Coordinator

**II. APPOINTMENTS:**

Alternate Chhouen Prach is appointed to represent Seat 2, Allan Berggren.

**III. MINUTES OF FEBRUARY 27, 2006 MEETING**

**Motion:** To accept the minutes of 2/27/06

**Made By:** Mr. Grigsby      **Second:** Mr. Swift      **Vote:** Unanimous  
*February 27, 2006 minutes accepted.*

**IV. NEW BUSINESS:**

- A. Keith and Mary Desmarais, 954 River Road, Charlestown, NH 03603** – Applicants desire Minor Subdivision approval for existing 12.54 acre lot on **Paddy Hollow Road, Claremont, NH 03743**. Proposed Lot 1 to contain 1.26 acres. Proposed Lot 2 to contain 1.26 acres. Proposed Lot 3 to contain 10.02 acres. Tax Map 57, Lot 22, Zone RR.

Mr. Coogan presents that the applicant has requested the subdivision in order to give equal shares of land to his two daughters. Wetland and soil scientist review determination is fine for subdivision. DES application has been approved for subdivision approval. The applicant has met with the TRC and the Fire Chief has recommended that sprinklers be installed when homes are constructed. Mr. Coogan summarizes that in his opinion the plan presents enough information for acceptance as complete.

**Motion:** To accept the subdivision application as complete

**Made By:** Mr. Grigsby      **Second:** Mr. Fowler      **Vote:** Unanimous  
*Application accepted as complete*

Victor St. Pierre, agent of record, presents for applicant. Agent explains that he prepared the septic design as suitable for high ground areas; the Subdivision Plan was prepared by Landmark Land Services and wetland scientist Jeffrey Evans. The applicant has applied for driveway permits, there is good visibility and onsite water and septic. The Desmarais are subdividing so that both children can build single family residences. Mr. Grigsby requests ditch relocation description. Mr. St Pierre responds that an open ditch will be created where the culvert comes across the road to McCusker which leaves enough room for setbacks, 18 inch culvert currently not much water and will be open daylight ditch. Mr. Grigsby questions if any other source feeds into the culvert. Agent responds in the negative. Discussion regarding PSNH easement and driveway placement. Mr. Hanson questions if a stone wall exists where the ditch is to be relocated and if the applicant will be responsible for maintenance. Mr. St. Pierre responds that the elevation and house location would lead to the applicant maintaining.

**Public Hearing**

*Abutters list read*

57-21,27	Pleasant Valley Estates Coop	14 Fiske Place	Representative present
57-22	Keith and Mary Desmarais	954 River Road	Present
69-13	Martha Blair	207 Sweet Martha Dr	

46-8 Michelle Roy and Colin Premo 102 Paddy Hollow Rd Present  
 46-7 Donald and Julie Capria 123 Bonmark Dr

*Chair Engel opens public hearing to comment.*

Phyllis Dunham, Pleasant Valley Estates Treasurer expresses concerns regarding drainage and requests assurance that proposed subdivision will not undermined abutting properties. Chair looks to Mr. St. Pierre for response. Mr. St. Pierre states that drainage flow will not be changed.

*Public Hearing closed.*

Mr. Fowler voices concerns regarding plan not illustrating how the back of the property will be accessed. Agent responds that the land is not to be developed at this time. Board discussion regarding access to undeveloped lot and PSNH easement. Mr. Coogan clarifies that even though there is an easement the landowner has legal frontage. Mayor Pope questions if landowner could put drive through power line easement. Mr. Fowler requests that this be clarified.

**Motion:** To approve the subdivision as proposed

**Made By:** Mr. Grigsby **Second:** Mr. Hanson **Vote:** Unanimous

*Subdivision Approved*

- B. Leo Roy, 53 Craigue Hill Road, Claremont, NH 03473** - Applicant desires Minor Subdivision approval for existing 16.28 acre lot at **188 Old Newport Road, Claremont, NH 03743**. Proposed Lot 1 to contain 1.87 acres. Proposed Lot 2 to contain 1.41 acres. Proposed Lot 3 to contain 13.00 acres with existing structure. Tax Map 124, Lot 2, Zone RR-2.

Mr. Coogan presents that access will be off Old Newport Road. There is an unnamed brook on lot 3 that should have a 50 ft setback. The applicant has met with the TRC and the Fire Chief has recommended that sprinklers be installed when homes are constructed. Mr. Coogan summarizes that in his opinion the plan presents enough information for acceptance as complete.

**Motion:** To accept the subdivision application as complete

**Made By:** Mr. Grigsby **Second:** Mr. Swift **Vote:** Unanimous

*Application accepted as complete*

Mr. Wayne McCutcheon, agent of record, presents for the applicants and gives a brief summary of property location and subdivision plan. Agent points out Class 6 road to the north. Mr. McCutcheon refers to test hole data that is listed on the plan to the right and under the location map, soil boundaries are delineated. State has approved septic plan. Mr. McCutcheon distributed revised plan with setbacks that were not included at TRC meeting.

**Public Hearing:**

*Abutters list read*

123-7	Christine St Aubin Trustee for St Aubin Revocable Trust	130 Old Newport Rd	
135-9	Christine St Aubin Trustee for St Aubin Revocable Trust	130 Old Newport Rd	
124-2	Leo Roy Revocable Trust	53 Craigue Hill Rd	Present
124-3	Curtis and Charlene LaPointe	204 Old Newport Rd	
124-4	Maurice Brodeur	208 Old Newport Rd	
124-1	Peter and Shari Haynes	50 Canter Place	

*Public hearing closed – no abutters present.*

**Motion:** To approve the subdivision as proposed

**Made By:** Mr. Grigsby **Second:** Mr. Fowler **Vote:** Unanimous

*Subdivision Approved*

- C. Chris Gogan, 24 Grannis Street, Claremont, NH 03603** – Applicant desires Minor Subdivision approval for existing 13.70 acre lot. Proposed Lot 1 to contain 1.75 acres. Proposed Lot 2 to contain 11.95 acres. Tax Map 69, Lot 39, Zone R1.

Mr. Coogan presents that proposed project is a minor subdivision with city water and approved septic. Lot 2 has access off of Granite Street and the remaining land has access off of Clay Hill Road. Mr. Coogan summarizes that in his opinion the plan presents enough information for acceptance as complete.

**Motion:** To accept the subdivision application as complete

**Made By:** Mr. Prach **Second:** Mr. Swift **Vote:** Unanimous

*Application accepted as complete*

Mr. Wayne McCutcheon, agent of record, presents that remaining land (proposed lot 2) has frontage on Clay Hill Road and Grannis Street. Proposed Lot 1 has frontage on Grannis Street. Agent explains contours, septic design has been done by Victor St. Pierre and is fully installed and approved, lot was 13.7 acres when septic application was submitted to the state for approval. Water is municipal. Applicants are present if any questions exist. Mr. Grigsby questions if there are plans for the remaining land at this point. Mr. McCutcheon responds that it will be developed but he is unsure of the time frame.

**Public Hearing:**

*Abutters list read*

70-33	Shawn and Barbara Morin	151 Clay Hill Rd	
57-31	Wayne Jekubovich	134 Clay Hill Rd	
69-38	David and Linda Currier	16 Grannis St	
69-36	Beverly Beede	Dustin Heights Rd	
69-35	Richard and Donna Cass	29 Dustin Heights Rd	
69-41	Robert and Erdine White	34 Grannis St	
69-42	Robert and Sandra Greenwood	38 Grannis St	
70-13	Lawrence and Priscilla Stevens	16 Neilson St	
70-32	Walter and Judith White	157 Clay Hill Rd	Present
69-40	Robert and Gloria Deschaine	32 Grannis St	
70-14	Donald and Amarylis Girard	13 Neilson St	Present
69-43	Christopher and Kimberly Gogan	Grannis St	Present
57-32	Joanne Lemieux	Clay Hill Rd	
69-15	Rodney and Sylvia Miller	Clay Hill Rd	

*Chair Engel opens public hearing to comment, none offered. Public hearing closed.*

**Motion:** To approve the subdivision as proposed

**Made By:** Mr. Grigsby      **Second:** Mr. Fowler      **Vote:** Unanimous

*Subdivision Approved*

**D. Discussion regarding proposed Zoning amendment allowing increased density in areas served by city water and sewer.**

Mr. Coogan distributes material to the board and explains that the City of Claremont has received inquiries from developers regarding a proposed change in the current zoning to allow greater densities for affordable housing when City water and sewer is available. The estimated cost of such housing would be in the \$200,000 to \$220,000 range. Currently there is a housing crisis of sorts in the Upper Valley region and Planning and Development has been researching ways to approach resolving. One option being an overlay district which would allow Residential 1 district use in agricultural and rural residential districts served by City water and City sewer. With this proposal the city could then extend water and sewer and R1 individual lot densities (10,000 SF / unit) would be allowed. The applicant would have to identify non-developable land and designate non-buildable space. Another option would be to have perhaps 50% of the lot preserved as open space which would also require city water and sewer. Planned Residential Development is another option. Mr. Coogan states that he is presently soliciting opinion from the board and then in the future a formal presentation would be given to the City Council. Chair Engel requests a map of the area that would be affected by the proposed amendment. Mr. Caplan inquires if the city currently has an income breakdown of types of housing. Mr. Grigsby states concern that an R1 overlook would take away control that the city has over certain areas and questions if something similar already occurs in the ordinance. Mr. Coogan responds that the section Mr. Grigsby is referring to is the PRD and explains the differences. He summarizes that the city is trying to encourage economic development. Mr. Hanson responds that it may be wise to cautiously approach affordable housing. Mayor Pope reiterates need to see a map prior to making any decisions. Mayor Pope also presents need to look at current issues regarding noncompliant lots and states that many young families move into smaller homes with less space and would like to build a garage or improve their property but are presented with many obstacles such as building permits and setbacks. Mayor Pope questions if it is possible to look at how to make the space more usable for current residents in order to improve their homes. Mr. Grigsby voices concerns that the city is being subdivided very rapidly and gives examples. Mr. Grigsby clarifies that he is not against development yet it is important to maintain quality of life. Mr. Caplan presents that tax revenue from proposed lot may not be able to support additional stress on schools.

*Mr. Coogan to provide additional information for next board meeting.*

**IV. OTHER:**

**Continue Discussion on Master Plan Update Process:**

Tara Bamford, Executive Director, UVLSRPC (Upper Valley Regional Planning Commission), worked on Claremont's 1991 plan, has been executive director for 5 years distributes handouts to board (on file). Ms. Bamford presents that she is very familiar with master plans, steps and how the commission can be of assistance. Claremont is the largest community member of UVLSRPC and she would like to encourage the city to take advantage of benefits. Ms. Bamford states that Claremont Representative Bernie Folta is also present, and that the city has 3 seats on the commission and that one is currently open. Mayor Pope states that there may be another applicant.

***Ms. Bamford continues:***

The process is to make sure that growth is in the direction that residents want it to go. Possible outcomes are that money will be spent more efficiently, community education regarding planning issues and consensus building.

Visioning is used to establish community goals focusing on master plans. Developing recommendations are important along with establishing a Master Plan Committee to advise the board. The committee members could include outside consultant and/or city staff. Focus on facilities for capitol improvement program. Encourage to look at as a policy document. The 1<sup>st</sup> step would be meaningful public process to ID goals and some type of process to begin visioning. Most communities do a community attitude survey along the way, should look at following public meetings and visioning session.

Ms. Bamford refers to handouts and types of visioning sessions. It is important to set up a visioning workshop to help master plan committee recruit and train facilitators for break out sessions. UVLSRPC will assist in the initial meeting at no charge. There will be a charge for anything over developing RFP and offering comment on draft plan. Rate schedule will be provided. Discussion regarding data collection methods. Claremont was previously successful in enlisting the aide of Stevens High School students.

Mayor Pope questions if a community has ever requested a recensus because the 2000 census was quite flawed. Ms. Bamford responds in the negative.

Ms. Bamford states that while doing policies and recommendations it is important to include who (which entity) is responsible for what and to give opportunity to check in.

Mr. Coogan questions how Claremont can get going on visioning sessions. Ms. Bamford responds that UVLSRPC could submit a proposal and estimate. Chair Engel requests copy of Springfield town plan. Mr. Caplan volunteers to make copies for the board and then return it to Mr. Coogan for the UVLSRPC.

**V. ADJOURNMENT**

**Motion:** To adjourn

**Made By:** Mr. Grigsby

**Second:** Mr. Fowler

**Vote:** Unanimous

*Meeting Adjourned at 8:35 pm.*

Respectfully Submitted By,

Suzanne Ripka

Boards and Commissions Coordinator